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21 November 1961
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UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT: Interdepartmental Committees and Task Forces

REFERENCES: a. USIB-M-183, 9 November 1961, item 8
b. USIB-M-141, 21 February 1961, item 6

Pursuant to a suggestion of [redacted] we are circulating

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the attached proposal for Intelligence Board consideration on a "no objection" basis. In the event that, prior to the close of business on Tuesday, 28 November, a Board member objects to or requests discussion of this matter, we propose to place it on the agenda of the USIB meeting scheduled for 30 November in order to meet the 1 December deadline for reply to Mr. Dutton.

No objections or requests [redacted]
discussion received.
Letter dispatched 1 also 90
(USIB-M-187, Secretary's
Note 1)

[redacted] Executive Secretary

Attachment

Copies to Chairmen, USIB Committees
(per list in draft letter to Mr. Dutton)

Distribution: See attached sheet.

SECRET

OFFICE OF THE
DIRECTOR OF CENTRAL INTELLIGENCE
Washington 25, D.C.

20 November 1961

MEMORANDUM FOR: Chairman, United States Intelligence Board
SUBJECT: Interdepartmental Committees and Task Forces

1. On 25 October 1961, Mr. Frederick G. Dutton addressed a memorandum (Tab A) to all departments and agencies on the subject of Interdepartmental Committees and Task Forces. He requested recommendations as to whether each of them should be abolished, merged, transferred to a specific department, or be continued.

2. Pursuant to this request, the Deputy Director of Central Intelligence, as acting chairman of USIB, proposed that responsive information about the USIB committee structure should be forwarded by the Chairman, USIB, after consultation with Board members rather than by the department or agency chairing such committees or having representation thereon. The Board concurred in this procedure on 9 November.

3. Prior to Mr. Dutton's request of 25 October, and pursuant to Joint Study Group Recommendation No. 33, the Coordination Staff initiated a survey of the USIB committee structure. This action was in accordance with the USIB management function assigned to the Coordination Staff. This survey is under way and progressing steadily but necessarily at a rate which will permit assessment of the impact of the new Defense Intelligence Agency on USIB and its structure.

4. In the attached paper (Tab B) the Chairman of USIB informs Mr. Dutton that an independent survey of the USIB committee structure was undertaken prior to the receipt of his request and that the same objective will be accomplished by that survey as he (Mr. Dutton) seeks to accomplish through his memorandum. Mr. Dutton is also advised that he will be furnished a subsequent report on final USIB action based upon the survey.

5. It is recommended that the attached paper (Tab B) be circulated to the USIB members on a "no-objection" basis with a deadline of 28 November. Any objections offered by that date should be placed on the 30 November USIB agenda for Board consideration.

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Assistant for Coordination

2 Attachments:

1. Memo from Mr. Dutton (Tab A)
2. Proposed USIB Reply to Mr. Dutton (Tab B)

TAB A

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P
Y

THE WHITE HOUSE
Washington

October 25, 1961

MEMORANDUM TO DEPARTMENT AND AGENCY HEADS

I will appreciate receiving not later than December 1 a list of all presently existing interdepartmental committees and task forces on which your department has a representative.

For those interdepartmental committees and task forces for which your agency provides the chairman, I will appreciate receiving in detail the following information:

A copy of meeting agendas during the last three months; a detailed budget of the group; a roster with grade levels and salaries of all full or part-time staff employees, including any regular departmental employees who perform staff work for the group, and the approximate proportion of their time so involved; a copy of any official reports or similar materials issued by the group since January 20, 1961; a statement of the authority under which the group exists, whether by statute, Presidential or departmental directive, or other source; whether it should be abolished, merged, transferred to the responsibility of a specific department or official, continued until a time certain, or continued indefinitely (include a statement in justification of the group if it is to be continued).

Please list separately those interdepartmental groups which have been established since January 20 of this year.

/s/

Frederick G. Dutton
Special Assistant to the
President

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MEMORANDUM FOR: Mr. Frederick G. Dutton
Special Assistant to the President

SUBJECT: Interdepartmental Committees and Task Forces

1. In response to your memorandum of 25 October 1961, subject as above, there is enclosed herewith the requested list on committees of the United States Intelligence Board (USIB). The additional detailed information on these committees also requested in your memorandum is not being submitted at this time for the following reasons.

2. In August 1961 a thorough survey of the USIB committee structure was initiated pursuant to Recommendation No. 33 of the Joint Study Group (JSG) as approved by the President. This survey is progressing steadily but necessarily at a rate which will permit taking into account the full effect, not yet apparent, of the recently established Defense Intelligence Agency (DIA) on USIB and its structure.

3. So far, this survey has studied six of the Board's 21 committees. However, final conclusions cannot be reached until the remaining committees have been studied individually, and all have been reviewed collectively for their adequacy in accomplishing the over-all USIB mission. Also, as previously pointed out, the full effect of the establishment of DIA will also have to be taken into account before final recommendations can be made.

4. You will note from the attached list that the various USIB committees are chaired by representatives of the Departments of State and Defense as well as of the Central Intelligence Agency. However, since all of these committees are responsible to the USIB of which I am Chairman, the Departments of State and Defense and the Central Intelligence Agency in responding to your memorandum of 25 October 1961 will not include these USIB committees in their reports. This procedure is in accord with the precedent established by my conversation with you regarding your memorandum to the Secretary of Defense of 11 February 1961, during which you agreed that any inquiries affecting USIB committees would be answered by me in consultation with USIB members rather than by the department or agency chairing such a committee.

5. As a matter of interest there were 23 USIB committees in existence as of January 1961. Today there are 21. These changes were brought about by the merger of two committees and the abolishment of one other.

6. It is believed that the current survey of the USIB committee structure will accomplish the same objectives as those indicated by your memorandum. Therefore, this memorandum and its attachment are being submitted as an interim response to your memorandum pending the completion of the survey. A subsequent report will be made to your office following final USIB action based upon the survey.

Allen W. Dulles
Chairman, United States Intelligence Board

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